

# Nunthorpe Parish Council

## Minutes of Meeting Held Wednesday 4<sup>th</sup> July 2018

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### **PRESENT:**

Ken Tomlinson (Chair), Charles Morrish, David Leyland, Dave Tate, Morgan McClintock  
John Harrison, Mieka Smiles.

### **IN ATTENDANCE:**

Angela Livingstone (NPC Clerk), Mr Mullen – Advisor, 2 residents

### **1.0 APOLOGIES FOR ABSENCE:**

Stephen Thomason, Ward Cllr McGloin

### **2.0 CLERKS REPORT ON CORRESPONDENCE:**

2.1 The Clerk presented the correspondence/communication sent and received since the previous meeting:

- 7.6.18 Email from Cllr Rathmell re right of erasure and subject access request
- 7.6.18 email to police copy of email as requested
- 7.6.18 ref 972 website contact re security Westwood Avenue
- 8.6.18 ref 973 Hardwick in Partnership pre meeting with mayor
- 8.6.18 email from Chandlers Ridge Academy re details of MC FOI request
- 12.6.18 emails sent re Silverwood band event
- 13.6.18 email from St Bernadettes PTA re summer fayre grant 29//6, forms sent and email explaining that a retrospective grant couldn't be given
- 15.6.18 ref 974 email to D Rooney MC re slide- The Avenue play area
- 15.6.18 email subject access request policy to Monitoring Officer
- 15.6.18 ref 975 MC weekly planning applications
- 15.6.18 ref 976 email from resident re Dixons Bank FOI request
- 15.6.18 ref 973 email to MC area care re The Avenue play area landscapes areas
- 17.6.18 email to Ward Cllrs re Nunthorpe In Bloom advertising and judging date
- 17.6.18 email from Ward Cllr Rathmell informing responsibility of Bloom group and offering advertising on social media
- 17.6.18 email to Northumbria Water re works on Guisborough Road
- 17.6.18 email to S Clarke enquiring date for a meeting
- 19.6.18 email from Ward Cllr McGloin advising no date for Bloom judging yet
- 19.6.18 email to Nunthorpe Secondary Academy re student conduct
- 20.6.18 meeting with Monitoring Officer
- 22.6.18 ref 977 MC local plan consultee information- ends 9<sup>th</sup> July
- 25.6.18 ref 978 Local Plan Nunthorpe Park information
- 25.6.18 ref 979 NALC legal briefing on code of conduct
- 25.6.18 ref 980 webinar info from Hardwick in Partnership
- 26.6.18 ref 981 MC agenda – standards committee agenda
- 26.6.18 ref 982 email from resident re Dixons Bank
- 29.6.18 email to B Mullen & reply re public rights of way meeting
- 29.6.18 email to S Williams MC re public rights of way information
- 30.6.18 NALC Newsletter
- 30.6.18 NALC updated data protection fees and procurement
- 30.6.18 ref 974 follow up email requesting response re slide The Avenue play area
- 1.7.18 email from B Mullen re grant form for PCC War Memorial request, form sent
- 1.7.18 ref 983 information from resident EIR request Dixons Bank
- 1.7.18 ref 984 email from resident re East Cleveland Gateway review
- 1.7.18 ref 985 email from resident re Evening Gazette article A19 traffic
- 2.7.18 ref 986 CLCA training session information
- 3.7.18 ref 987 response from Nunthorpe Academy re student conduct
- 3.7.18 ref 988 email from resident link to gazette article on Southern Cross junction
- 3.7.18 ref 989 ward report from Ward Cllr Rathmell

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- 3.7.18 telephone call from Ward Cllr McGloin re report
- 3.7.18 ref 990 details of plans for War Memorial from Cllr Leyland
- 4.7.18 ref 991 request to meet from Erimus Rotary Club
- 4.7.18 ref 992 email from resident re Dixons Bank link to report and info S Clarke visiting Marton 6<sup>th</sup> July

2.2 Councillors discussed issues with Middlesbrough Council not responding to correspondence from the Parish Council and agreed that this matter must be addressed. The Clerk informed that she would continue to send reminder emails and would then send a further email with a copy to the mayor. **ACTION: Clerk**

2.3 The Clerk advised that she had emailed Northumbrian Water regarding the work that a resident had advised of on Guisborough Road. There had been no response. Councillors agreed this was unacceptable and that the Parish Council should be advised of utilities works to enable residents to be informed. The Clerk was asked to send an email to a more senior officer stating the Parish Council's disappointment. **ACTION: Clerk**

2.4 The Chair informed of a call from Ward Cllr McGloin asking him to meet with Mr S Williams of Middlesbrough Council to discuss changes to footpaths and bridleways. This followed a meeting of the bridleway group. Mr Mullen stated that this action had been inappropriate as this was bypassing consultation. The Chair enquired of Mr Mullen if there was an up to date map showing locations. Mr Mullen informed this was the definitive map which he had identified as being incorrect. Questions were raised asking why the bridleway was being changed. It was confirmed that this was due to the housing developments, however it was acknowledged that more than the obligated amount was given. Comments were made regarding the poor state of the land around the fishpond area in Grey Towers. The Chair asked if Mr Mullen would provide a report showing the past present and future plans for the fishpond land and bridleways. It was agreed that clarification was required to enable residents understanding of access. **ACTION: Agenda**

2.5 The Chair informed of an item of correspondence received and not circulated as had been requested. Cllr Robinson had written tending his resignation from the Parish Council. The Chair had spoken with him and advised how well thought of he was. Councillors asked the Chair to try again to contact and see if this decision could be changed. If this was not possible a letter would be sent thanking him for his contribution. **ACTION: Chair / Clerk**

2.6 The Clerk highlighted a website contact from the Rotary Club who had asked to attend a meeting. Parish Councillors agreed that they would be happy to invite the writer to a meeting when other pressing matters had subsided. **ACTION: Clerk**

### **3.0 APPROVAL AND MATTERS ARISING – JUNE MEETING:**

3.1 Cllr. McClintock proposed that the minutes of the council meeting held on 6<sup>th</sup> June 2018 were a true and correct record, seconded by Cllr Leyland. Members voted and agreed. The Chair signed the minutes. Clerk to add to the Parish Council website. **ACTION: Clerk**

### **4.0 FINANCIAL REPORT:**

The Clerk presented the monthly financial report, which members approved.

#### **4.1 Expenditure since last meeting:**

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<u>Cheques paid</u>		<u>cheque no.</u>
Room Hire July (inc payment from earlier extra meeting)	26.00	001164
Parish Clerk salary June	307.57	001165

4.2 Councillors discussed the balance in the account and the danger of keeping a large figure and requesting further monies. The need for significant reserves was questioned. Cllr Harrison stated that the accounts were annually externally audited and BDO were happy with the figures. The Clerk stated the need to ensure that monies were available if required to cover any election costs, she added that the previous year expenditure had been £2,000 over the precept. The budget for the following year would be an agenda item at the September meeting.  
**ACTION: Agenda**

4.3 A grant request had been received from St Bernadettes school PTA and the Clerk had forwarded forms but informed the group that a grant would not be possible for the event they planned as the Parish Council could not agree a grant in retrospect.

**5.0 REVIEW OF STANDING ORDERS:**

5.1 The Chair stated that he had been tasked with looking at the standing orders with other councillors. This had not progressed due to holidays and a resignation. He had looked at bringing some suggestions which the Clerk had returned to him for amendment and he would submit this as soon as available.  
**ACTION: Chair**

**6.0 GDPR REGULATIONS:**

6.1 The Clerk had forwarded standard policies, Councillors approved to adopt Records Management Policy, Data Audit, Privacy Notice, Subject Access Requests Policy and Security Incident Policy. The Clerk was asked to add the policies to the website **ACTION: Clerk**

6.2 The Chair confirmed he had taken on the position as Data Controller and had been through numerous documents, he was satisfied that the Clerk was covering requirements. He stated that the Parish Council must not submit information from a third party without authority of the third party. The Chair informed that in a meeting with the Parish Council Monitoring Officer, Bryn Roberts, he had informed that as Monitoring Officer had authority to request any information and attend any meetings. Cllr McClintock asked that the monitoring officer be informed of the lack of response received from Middlesbrough Council Officers. All agreed that the process was not working. The Chair suggested that the Monitoring Officer be invited to a meeting in the Autumn and examples of the lack of responses advised.  
**ACTION: Clerk**

6.3 The Clerk informed that she had received information on GDPR requirements regarding cookies on the website. Mr Mullen had been involved in other groups and confirmed these requirements

**7.0 TRAFFIC INFRASTRUCTURE:**

7.1 The Clerk advised that there had been no response from the request to Simon Clarke to come to a Parish Council meeting. A resident informed that Simon Clarke was attending the Bonny Grove park on 6<sup>th</sup> July. Councillors discussed that information suggested that the plans for Stainton Way/Dixons Bank would be considered and likely approved on the 10<sup>th</sup> July. The Chair informed that Cllr Thomason was looking into options if the plans were ap-

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proved. Members present discussed that reports stated that the highway changes were not justified, but Middlesbrough Council stated that this was part of an overall plan, it was agreed that recently more coherent detail was being used and details were now more difficult to challenge. Councillors discussed that there had been a lack of support when the Parish Council had previously tried to push the plans for the East Middlesbrough Bypass.

7.2 It was agreed that the Parish Council should lobby all Middlesbrough Ward Councillors to try to get them to block the work. Cllr McClintock agreed to draft a letter. The Clerk would find all email addresses and emails for local editorials and forward this. It was agreed that more interest would be shown if there was an emphasis on the large cost of £1.7 million without evidence of improvement, this would cause a lot of disruption to enable more house building.  
**ACTION: Cllr McClintock/Clerk**

7.3 Councillors stated their appreciation to residents for the comprehensive work completed.

**8.0 MIDDLESBROUGH COUNCIL 2018 LOCAL PLAN, 'PREFERRED OPTIONS' CONSULTATION:**

8.1 The Chair informed that a number of Parish Councillors attended the consultation event at the Methodist church and read the documents. A concern from the event had been the reduction in the plans for Nunthorpe Park. Councillors approved that the Chair should put together a document referring to the earlier submission to the council. **ACTION: Chair**

**9.0 REDCAR AND CLEVELAND LOCAL PLAN:**

9.1 Cllr Tate talked of plots of land for sale off Church Lane and members present discussed the development off Ormesby Bank which had stopped the bypass. Questions had been asked regarding the lack of cooperation between the local councils.

Residents left the meeting.

**10.0 PROGRESS REPORT ON PROJECTS:**

**10.1 War Memorial**

10.1.1 Mr Mullen informed that initial costs for the work to the War Memorial had been overestimated. This had now reduced from £5,000 to £2,000 and he no longer intended going to the Trust for funding as this involved numerous caveats. He asked the Parish Council to be involved in funding. Cllr McClintock asked if the bus shelter could be moved to improve the look. It was agreed that this was not well used and if costs allowed guardsman's huts could be included or the shelter removed.

10.1.2 Cllr Leyland tabled a plan for the War Memorial landscaping. Details showed 4 planted beds to lessen the effect of the fence, gravel, white trunked silver birch trees and a ramp to enable access for wheelchairs. Cllr Leyland asked for approval of the scheme in principle, he stated costs of around £2,000 for landscaping and £2,000 for the War Memorial.

10.1.3 All agreed that the idea of a hedge would take too much maintenance and that planted beds would mitigate the effect of the fence. Cllrs agreed this was a worthwhile project and awaited further information, the need for collaboration with the PCC and Middlesbrough Council was discussed.  
**ACTION: Cllr Leyland**

**10.2 The Avenue play area/Play area equipment/signs/CCTV/maintenance**

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Cllr Leyland stated that there was a new notice board in place and the shops were being updated. He asked councillors to look at options for self-watering tubs and see the similar tubs at the train station. The Premier Stores shop were monitoring any litter problems.

### 10.3 Tree planting project

Cllr Tate informed that he did not wish to look further at future tree planting and was only interested in working on obtaining a new small slide for the Avenue Play Area.

### 10.4 Website/Facebook

All agreed the need to improve the use of these sites.

### 10.5 Nunthorpe Park/South Middlesbrough Masterplan

Cllr McGloin had informed of an Executive meeting during July, the dates for the consultation period were awaited.

### 10.6 Silverwood Band event – Thursday 5<sup>th</sup> July

Cllr Leyland felt that advertising could have been better, he requested help with the chairs at the event.

Mr Mullen and Cllr Harrison left the meeting.

### **11.0 DEVELOPMENT WORKING PARTY:**

Further details were awaited for Nunthorpe Grange. Cllr Tate agreed to take the place of Cllr Robinson looking at the Grey Towers Park development.

### **12.0 PLANNING:**

12.1 Review of applications: Applications were brought to the attention of Nunthorpe Parish Councillors for discussion/decision. Cllr Leyland informed that there had been no objections on the following applications.

12.1.1 [1 No Internally Illuminated sign and LED halo Illuminated surround](#) 94 The Avenue - Ref. No: 18/0423/ADV

12.1.2 [Felling of 1 No Poplar Tree](#) Tudor Court Church Lane - Ref. No: 18/0418/TPO

12.1.3 [Branch reduction on 1 No Pine Tree, Crown raise and branch reduction on 1 No Ash tree, felling of 1 No conifer tree](#) 123 Guisborough Road - Ref. No: 18/0414/TPO

12.1.4 [Single storey extension to rear](#) 71 Clevegate - Ref. No: 18/0413/PNH

12.1.5 [Single storey extension to front](#) 26 Watchgate -Ref. No: 18/0395/FUL

12.1.6 [Single story extension to rear and side](#) 5 Green Way - Ref. No: 18/0370/FUL

### **13.0 WARD COUNCILLOR/ COMMUNITY COUNCIL / PARISH COUNCIL**

A report had been received from Cllr Rathmell and Cllr McGloin had given a verbal report.

### **14.0 MATTERS FOR REPORTING OR INCLUSION ON NEXT AGENDA**

There were no matters discussed.

### **15.0 DATE OF NEXT MEETING – 5<sup>TH</sup> SEPTEMBER 2018**

**With no further business to discuss, the Chair closed the meeting at 9.10pm**